

§ 430.210 OPM responsibilities.

(a) OPM shall review and approve an agency's performance appraisal system(s).

(b) OPM may evaluate the operation and application of an agency's performance appraisal system(s) and program(s).

(c) If OPM determines that an appraisal system or program does not meet the requirements of applicable law, regulation, or OPM policy, it shall direct the agency to implement an appropriate system or program or to take other corrective action.

Subpart C—Performance Appraisal for the Senior Executive Service (SES)

SOURCE: 51 FR 8414, Mar. 11, 1986, unless otherwise noted.

§ 430.301 General.

(a) *Statutory authority.* Chapter 43 of title 5, U.S. Code (5 U.S.C. 4311–4314) provides for the establishment of Senior Executive Service (SES) performance appraisal systems, and for appraisal of the performance of senior executives (as defined in 5 U.S.C. 3132(a)). This subpart contains regulations which the Office of Personnel Management (OPM) has prescribed for performance appraisal in the SES, and supplements and implements the provisions of 5 U.S.C. 4311–4315.

(b) *Purpose.* It is the purpose of this subpart to ensure that performance appraisal systems for employees are used as a tool for executing basic management and supervisory responsibilities by—

- (1) Communicating and clarifying organizational goals and objectives;
- (2) Identifying individual accountability for the accomplishment of agency goals and objectives;
- (3) Evaluating and improving individual and organizational accomplishments; and
- (4) Using the results of performance appraisal as a basis for adjusting base pay, training, rewarding, reassigning, retaining, and removing employees.

§ 430.302 Coverage.

(a) All senior executives covered by subchapter II of chapter 31 of title 5, United States Code, are covered by this part.

(b) Section 3132(a)(1) of title 5, United States Code identifies agencies covered by this subpart.

§ 430.303 Definitions.

In this subpart, terms are defined as follows:

Appointing authority means the agency or department head or his or her designee.

Appraisal means the act or process of reviewing and evaluating the performance of the executive against the described performance standard(s).

Appraisal period means the period of time established by an appraisal system for which the senior executive's performance will be reviewed.

Appraisal system means a performance appraisal system established by an agency or component of an agency under subchapter II of chapter 43 of title 5, U.S.C. and this subpart which provides for identification of critical and noncritical elements, establishment of performance standards, communication of elements and standards to senior executives, establishment of methods and procedures to appraise performance against established standards, and appropriate use of appraisal information in making personnel decisions.

Critical element means a component of a position consisting of one or more duties and responsibilities which contributes toward accomplishing organizational goals and objectives and which is of such importance that unsatisfactory performance on the element would result in unsatisfactory performance in the position.

Final rating means the rating of record assigned by an appointing authority after considering the recommendations of a Performance Review Board.

Initial rating means the summary rating made by the senior executive's supervising official and provided to the Performance Review Board.

Non-critical element means a component of an executive's position which